

1 RICHMOND WATER AND SEWER
2 COMMISSION MEETING
3 NOVEMBER 19, 2018 MINUTES

4
5 Members Present: David Sander; Bard Hill; Christy Witters; Fran Huntoon, Robert Reap

6
7 Members Absent:

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9 Others Present: Josh Arneson, Town Manager; Kendall Chamberlin, Water Resources; Mary
10 Houle; Ruth Miller was present from MMCTV Channel 15 to broadcast the
11 meeting.

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13 Mr. Sander opened the meeting at 6:00 PM.

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15 Welcome and Public Comment

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17 There was no public comment.

18
19 Consider a Resolution Ratifying Actions taken at the September 24, October 1, and
20 October 15 Water Commission Meetings.

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22 **MOTION by Mr. Hill, seconded by Ms. Huntoon to table the Resolution Ratifying**
23 **Actions taken at the September 24, October 1, and October 15 Water Commission**
24 **Meetings due to discrepancies on the dates of prior meetings between what is on the**
25 **agenda and what is in the resolution. VOTE: 5-0; the motion carried**

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27 Superintendent's Report

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29 Mr. Chamberlin gave the following updates:

- 30
- 31 • The paving patch on Rt. 2 did not get completed this season due to cold weather. It
32 will be fixed in the spring at the same price quoted for repair this fall.
 - 33 • Rail Road St. project was completed on Friday, November 16 to connect a water line
34 to Richmond Rescue. This led to a discussion on delineating where public water lines
35 stop and private lines begin for developments. If a private line is built to public specs
36 the public utility may take it over. If it is not built to specs there should be a meter
37 installed at the point the line turns from public to private. There was also concern
38 expressed by Mr. Chamberlin regarding private hydrants on private lines. If a meter
39 does not precede the hydrant then water flow from the hydrant is not measured. There
40 are also other concerns on maintenance of private hydrants and the lack of access to
41 private hydrants for the fire department.
 - 42 • Mr. Chamberlin continues to gather information regarding the dryer project. He will
43 have an update for the Commission with more detail in the future.
 - 44 • The wells will be shut down for cleaning and replacement of pumps starting on Nov.
45 26. The shutdown is expected to last 3-4 days. The water supply for the water
46 customers will be run exclusively off of the water tank during this time. The tank is
47 sufficiently large enough to supply water to the customer for this time period. The tank
48 holds 750,000 gallons and average daily use is 80,000 gallons.
 - 49 • Mr. Chamberlin asked Mr. Arneson to consult with him prior to instituting any changes
to information technology that would affect the water and sewer computer operations.

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- 1 • The proposed FY 2020 Water and Sewer budget will be presented at the Dec. 3 Water
2 and Sewer Commission meeting.
 - 3 • Mr. Chamberlin updated that there are three users currently shut off due to delinquent
4 payments. One user is at the end of a shallow pipe and Mr. Chamberlin hopes to
5 resolve this issue quickly and get water flowing in the pipe again to avoid the pipe
6 freezing.
 - 7 • Mr. Chamberlin spoke about an apprenticeship program for water and sewer. He is
8 looking into the possibility of having an apprentice in Richmond.

9
10 Warrants

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12 The Warrants were reviewed and approved.

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15 Adjourn

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17 **MOTION by Mr. Hill, seconded by Ms. Huntoon, to adjourn.**

18 **VOTE: 5-0; the motion passed.**

19 The meeting adjourned at 6:40 PM

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21 Respectfully submitted,
22 Josh Arneson, Town Manager
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